

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD
DRAFT pdf PRESENTATION OF MINUTES
Wednesday May11, 2016**

<u>MEMBERS IN ATTENDANCE</u>	<u>OTHERS IN ATTENDANCE</u>
David Linehan, Chairman	Trustee Tony Girard
Debbie Fitzgibbon	Larry Lefebvre
Gayle Osborn	George Bordeaux
Thomas Wade Jr. [TJ]	
Nick Bodkin	
<u>MEMBERS ABSENT or Recused</u>	<u>ALTERNATE IN ATTENDANCE</u>
None	Kim Wilson

- I. **The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair introduced and all in attendance / presenting written agenda.**
- II. The Chair asked for a review and approval of (**April 13, 2016**) meeting AND hearing minutes. **Debbie Fitzgibbon** moved to approve the **April 13, 2016 Gayle Osborn seconded** and the motion to approve the minutes passed unanimously.
- III. **SITE PLAN (S) REVIEW (S) [pursuant to – code Ch. 119 OR SUBDIVISION REVIEW [pursuant to – code Ch. 153-41] & OTHER REVIEWS IN PROGRESS:**

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS
Matters regarding capital improvements to: Commercial Use Property Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	2016 DRAFT AMENDMENTS TO PB BY-LAWS. <u>Comprehensive Plan WORKSHOP WITH VILLAGE BOARD AND OTHER INVOLVED PERSONNEL RESCHEDULE?</u>

IV. APPLICATIONS and /or Pre-Submissions FOR SITE PLAN REVIEW

APPLICATION(S) FOR SITE PLAN REVIEW [pursuant to – Chapter 119] or SUBDIVISION REVIEW [pursuant to 153-41 Village Code.] &/or OTHER Reviews: (Application(s) reviewed by Zoning Administrator and payments received by Clerk /Treas. on or before application SUBMITTAL DEADLINES FOR THE CALENDAR YEAR 2016).

Chair Opened Meeting and presenting agenda

April meeting minutes approved unanimously

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS / Matters regarding other reviews
Matters regarding capital improvements to: <u>Commercial Use Property</u>	Opinion from the planning board as to the need for parking lot review for him and 51 Saratoga Ave.
Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	Update of comprehensive plan

Larry Lefebvre and George Bordeaux present

The chair recognized Larry Lefebvre and George Bordeaux who were present. Larry reported on the sale of his business on Main Street. Both he and George had questions about boundary lines, tree and fence issues. The chair stated that the village code chapter 153 Zoning has descriptions of boundary lines [SEE: Ch. 153-3 Lot definition: Ch. 68: fences.] The chair stated boundary line disputes can be very challenging to resolve especially when it comes to trees, fences and their maintenance and recommended a book that dealt with case law and he would provide the title. [Neighbor Law: Fences, Trees, Boundaries & Noise 8th Edition SEE: amazon.com/Neighbor-Law-Fences-Trees-Boundaries.] Mr. Lefebvre thanked the planning board for its work

The chair turned to the evening’s agenda [#2 under OLD BUSINESS] – a continuation of the review of the planning board’s bylaws. The chair provided the planning board bylaws [an **MAY** update version of bylaw’s.]

The board together read through and considering areas of clarification / language for amendment in areas of its bylaws. Members wanted reasons / method for an alternate’s participation / voting privileges. Members agreed the chair shall appoint the alternate for any reason of vacancy... at a meeting [SEE: DOS memorandum]; if a specific review is to begin a member could recuse himself for that specific review and the alternate would be appointed for the duration of that site review with voting privileges for that specific site review. There was consensus the alternate should be allowed to participate in discussions / deliberations. (?) The chair agreed and would include the Department of State’s memorandum and considerations for clarification. The chair stated he thought that current policy was adequately reflected in the amendments to the bylaws and asked that he and Gayle Osborn be given the authority to get the document ready for a public hearing and vote for adoption and use in 2016. Members agreed to ready document.

Due to the lack of review activity [- no applications for site plan review or subdivision review] a “summer vacation” seemed to be in order, The chair proposed:

The Village of South Glens Falls planning board move to cancel its regularly scheduled monthly meetings for the summer months of June, July and August.

Meetings will only be held on the second Wednesday of those months if any application(s) for site plan reviews are received on or before planning board Submittal Deadline Dates of: May 18th, June 22nd, or July 20th. Regular meetings will be noticed and rescheduled for June 8th, July 13th, or August 10th respectively upon receipt of completed applications.

Debbie Fitzgibbons moved to cancel the planning board’s regular monthly meetings for June, July and August unless applications for reviews are received and **Nick Bodkin seconded** and the motion was approved unanimously.

Meetings for the months of June, July and August canceled unless applications for review received

V. OLD BUSINESS

1. Village ASH Tree Survey **FOR EAB (Agrilus planipennis or Agrilus marcopoli) using NYS Heritage Program iMapInvasives** Request for supply of 2 Garmin eTrex Venture HC GPS Receiver units made] **Chair to attempt to consider recommendations of (1/7/15) CAPMO PRISM Task Force** where local governments are now encouraged to conduct surveys of their Ash trees and alerting landowners to the threat of Emerald Ash Borer. **DEC placed and collected trap(s) in Village in 2015. [A special report on EAB in Albany this past week 11/9/15 on Channel 13](http://wnvt.com/article/stories/s3954174.shtml)**
<http://wnvt.com/article/stories/s3954174.shtml>
2. **Review/ Update Planning Board Bylaws**

VI. NEW BUSINESS

1. **Respond to the Village Board's [Trustee Bill Hayes] request of to UPDATE PLANNING AND ZONING WEBSITE in 2016(?). Update Village Zoning Codes and Planning Policy pursuant to the most recent comprehensive plan.**

VII. CHAIR'S REVIEW OF CORRESPONDANCE / Resources

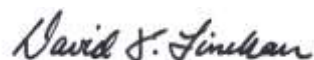
1. Various E-Mails, Calls
2. Planning Commissioner's Journal
All content on PlannersWeb.com is now free membership is no longer required. Check out the hundreds of articles on a wide range of planning topics -- especially aimed at the citizen planner.
3. DFL_in receipt of Village Board Meeting Minutes
4. Internet Resources:
[DOS Opinion-explanation on Alternates](#)
[Guide to Planning and Zoning Laws of New York State](#) [p.91-140]
South Glens Falls [Village Code Chapters \[153-35 Amendments authorized](#)
Saratoga County Map-Viewer <http://www.maphost.com/saratoga/>
NYS Local Gov. Handbook [NYS Local Government Handbook](#)
Site Plan Reviews Pursuant to sections 7-718 of the Village Law
Local Gov. and School Accountability [Local Accountability / Gov. & Schools](#)
Governor's Initiative <http://cutpropertytaxes.ny.gov/>

VIII. REVIEW FUTURE AGENDA ITEMS - ANNOUNCEMENT for next PLANNED Planning Board is scheduled for **Wednesday September 14th, 2016.** **Submittal Deadline is Wednesday August 24th, 2016.**

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

Gayle Osborn moved to adjourn the meeting Nick Bodkin seconded and the motion passed unanimously. The meeting was adjourned at 7:55 P.M.

Meeting was
adjourned at
7:55 P.M.



David F. Linehan, Chairman
For: SGF Village Planning Board